

State Information Technology Advisory Committee

June 21st, 2012

1:00 PM – 5:00 PM

Dakota Carrier Network, Board Room

Members Present:

Lisa Feldner – Chair, Maren Daley, Joe Herslip for Eric Hardmeyer, Sally Holewa, Bryan Klipfel, Alvin A. Jaeger, Jenny Witham for Carol K. Olson, Cory Fong, Senator Larry Robinson, Pam Sharp, Cher Thomas for Tom Trenbeath, Arvy Smith, and Russ Buchholz for Francis Ziegler

Members Absent: Peggy Link, Sparb Collins, Representative Bob Skarphol, and Laura Glatt

Others Present:

Mark Molesworth, Duane Schell, Tim Schenfisch, Jeff Quast, Justin Data, Gary Vetter, Mike Ressler, Dean Glatt, Dirk Huggett, Dan Sipes, Sandy McMerty, Kirby Kruger, Dave Eckenrode, Mike Lynk, and Eli Cornell

Scribe:

Jeff Quast

Agenda / Topics discussed

Welcome / Opening Comments – Lisa Feldner

Called to order at 1:02 PM, a quorum was present

EA Update – Jeff Quast

Mr. Quast presented an overview of the current status of the Enterprise Architecture program.

- Study group is still active for Multi-Factor Authentication
- EA approved a Waiver for DOT's web banner use in a mobile application
- Review of upcoming initiatives and work in progress

Agency Project Reports – Mark Molesworth

Mr. Molesworth reviewed the reasons for reporting Large Projects to SITAC:

- A project has exceeded variance of 20% or higher for budget or schedule for the first time
- A project was completed with a 20% or higher variance for budget or schedule
- All three today closed over schedule

Variance Presentation

Secretary of State- Data Processing System - Al Jaeger

- Appropriations were not adequate for the scope of the project
- Issued RFPs and had exhaustive review
- Vendor knew it was going to be a multi-biennium project
- Vendor told them the agency was 'churning'
- Difficult for a small agency to designate employees to be involved in every step
- It is possible to have too many employees involved
- Backfill of staff must be pre-planned

- Project is closed now and starting over, this time with ITD as the developer
- Were unable to salvage any of the existing code
- The underlying architecture will be easily modified if changes are needed in the future
- This is the first time that the agency feels that they have full funding for the project
- Currently under budget and on time
- Feels the 1st attempts failed because the funding did not match the project scope so they were trying to be too creative and do it anyway

Dept. of Health- DSMS - Kirby Kruger

- Maven system, put into production January 1st, 2010, but without 4 components functioning
- Completed on budget, and scope did not change
- 125% over schedule with 4 components still in development, 215% over adjusted time line, and completed at 413% over original timeline
- Lessons Learned
 - Underestimated the project timeline
 - Thought they could use an existing state's models but the business process was unique
 - Will use a project manager in the future
- A key employee left shortly after the project started
- Mike Benz and Becky Walz became the project experts
- Key to staying on budget was to tie payments to deliverables

Dept. of Human Services - 5010 - Jenny Witham

- The project is an uplift in the transaction set
- Requested funds from feds, 90/10 match
- January 1st, 2012, was ready before the compliance cutoff date
- Providers extension was June 2012
- Went over time on the schedule due to Vendor issues
- The 5010 change was significant, length of the fields got longer and would not feed the existing MMIS
- This solution was a step down/step up product, and DHS was the vendor's first implement for this

BREAK

Social Media – Sandy McMerty

- Presentation available upon request
- Dr. Feldner asked if they use Pinterest
 - They are experimenting, but being very cautious about copyrights for photos
- Mr. Buchholz asked if they are using QR codes
 - Tourism is using them to drive traffic to their online travel guide
- Mr. Fong asked for Ms. McMerty's assistance in updating the Tax Department's web site to incorporate Social Media with their CAP system and she agreed to do so

Data Center Updates – Dean Glatt

- Mr. Glatt presented the updates done in response to the power outage in January 2011
- This was a partner effort with ITD and Facilities Management
- Addressed a single electrical path into the data center and capital campus and a critical load on the cooling system in the data center
- Modernized the mechanical systems and Life safety systems
 - Includes emergency lighting, elevators, fire suppression, etc.
 - Improve overall power infrastructure in the data center
- We now have a tier 3 level, two completely redundant power supplies
- Phase 1 - complete second power path to the data center and cooling
- Phase 2 – Physical cut-over to the redundant systems in the entire data center
- Facilities Management did a fantastic job of keeping the data center up during a complete rebuild of the infrastructure
- Expect to be able to operate our current data center for 15+ years

Senator Robinson asked what the total cost was and if they came in on budget
Mr. Glatt replied that the budget was \$2.4M and they did come in on budget

Adobe LiveCycle Extensions – Dan Sipes

- Mr. Sipes updated the committee on recent negotiations to license the extensions with Adobe
- Main functionality is the ability to edit/save PDFs
- Covers all of State Government, K-12 and Political Sub Divisions
- 8 anchor agencies contributed to the funding
- Additional functionality is available if we fund it
- Allowed the state to license the software for much less than if agencies would have licensed it individually

Mr. Fong asked when agencies can start using the save functionality

Mr. Sipes answered that it is available now, and ITD can assist agencies with modifying forms if needed

Senator Robinson asked if this was something ITD could share with Legislators

Mr. Sipes agreed to send that message

Proposed Legislation for Executive Order – Lisa Feldner

Lisa presented hardcopy of the proposed bill draft, which follows the executive order language

The intent is to change the language to be less specific about who the members of the procurement team must be because it causes resource problems with ITD procurement specialists and AG's Office

Mr. Klipfel mentioned that they are utilizing the procurement committee and it has slowed their project down, so he favors the changes to make the membership more flexible

Ms. Daley expressed concerns about joint administration and that it may take ownership away from the agency

Mr. Fong asked if this would apply to all executive agencies

Dr. Feldner replied that it would

Ms. Daley asked if the executive order would be rescinded if this bill passes

Dr. Feldner was unsure but assumed it would be

Mr. Jaeger asked about reporting to the governor on a monthly basis

Dr. Feldner replied that this is the same LPO project report currently being sent to the Governor

Senator Robinson felt that the LITC would be supportive of the proposed changes

Mr. Jaeger agreed with the concerns expressed by Ms. Daley and felt that the ownership shouldn't be diffused in the language

Ms. Daley suggested that OMB should report to the Governor since they control the budget

Mr. Klipfel felt that everyone will still be conscious that the agency is still responsible

Ms. Holewa clarified that the 1st draft was from LITC and the 2nd one was from ITD

Senator Robinson expressed concern that many of his colleagues still think a lot of IT Projects fail, which isn't the case, so this is a welcome and proactive effort to address problems and report our high rate of success

Senator Robinson mentioned that our focus on good project management has improved the relationships between agencies and ITD and solidifies that ITD is an ally

This is on the LITC agenda for next Tuesday and Senator Robinson suggested that ITD bring the most current version directly to the meeting

Mr. Fong asked what the timeline was for the committee decision

Senator Robinson answered they will meet at least one more time but will take whatever time is needed

Ms. Daley expressed continued concern to the language questioning the ownership

Senator Robinson added that their message has been to encourage collaborative effort and partnering

Mr. Jaeger added that Project Management is critical, Senator Robinson agreed

Dr. Feldner asked that if there were suggested edits, they be sent to her or Dirk Huggett before next Tuesday

Future Topics/ Closing Comments – Lisa Feldner

- Large Project Ranking will be the focus of the next meeting

Adjournment – Lisa Feldner

Dr. Feldner adjourned the meeting at 4:10 PM